

Community Benefits Advisory Committee

Full Committee

Conference room A – Ground floor
Kapolei Hale

Minutes - August 30, 2007

Members Present: Roy Wickramaratna, Jo Jordan, Ku'ulei Jolonino, Aimoku McClellan, Neddie Waiamau–Nunuha, Mark Suiso, John Kaopua, John Kapololu

Members absent: John DeSoto and Patty Teruya - excused

Staff: Dana Takahara-Dias, Kathleen Kelly, Jimmy Lota

Guests: Wendy Sefo, Pat Chardon, Lorraine Martinez

Call To Order

Chair Aimoku McClellan called meeting to order at 5:30 p.m.

Approval of August 9, 2007 Minutes

Approved with correction under New Business:

Publicity Budget - local paper is West Oahu Current, not West Oahu Chronicle.

CBAC 11th Member Addition

Bernard Kaahanui from Kapolei will be the 11th member.

Dana Takahara-Dias will brief him on the Committee.

He will be present at the next meeting.

Subcommittee Reports

1. Grants Update

- A written status report was provided by Jimmy Lota. There are 21 projects funded, several are completed or near completion. The remaining are on schedule except for;
 - i. Ke Ola 'Ana - They need to find a new program site due to unexpected unavailability of original chosen site.
 - ii. Catholic Charities Hawaii- Late award.
- Grant awardees are asked to submit quarterly status reports. In the event that a quarterly report is not due prior to each Community Benefits Advisory Committee meeting, informal updates are requested by the project officer.

- There have been 6 pick-ups of the RFP. It is unknown how many have down loaded via the web site.

2. CIP update

- Motion made and approved to change the name of original CIP Subcommittee to "Parks Improvement Subcommittee" to reflect expanded mission that includes funding sources from CIP and Operating budgets.
- Dana distributed the following information;
 - i. A map showing all parks in the area (list both formal name and local nicknames of the parks)
 - ii. A matrix listing the features of each park and status of improvements made or underway at each park.
 - iii. A list of suggested projects from 2006-07 CIP Subcommittee meetings
 - v. A list of suggested improvements from DPR Staff.
- No priorities of projects were reported at this time.
- There was discussion on how to document that the Community Benefits funds as over and beyond the regular share of service/ improvements from the City as annually allotted.

Appointments to the Permitted Interaction Group

The motion was made and approved that the Grants Committee be appointed as the Permitted Interaction Group to review, evaluate and recommend proposals to be presented and approved by the Full Committee.

Update on Project Manager/ Consultant and DPR support

Focus and emphasis will be on projects to be completed by DPR staff when feasible within the scope and duties of staff to avoid delays of procurement and additional costs.

The use of overtime was discussed as a means to use and track projects. The matter was deferred back to the Parks Improvement Subcommittee.

Community Concerns

None

Adjournment

6:10 p.m.